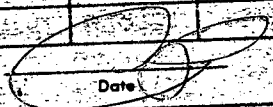


**EXECUTIVE SECRETARIAT****Routing Slip**

TO:

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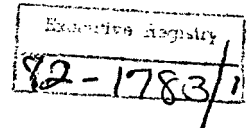
Executive Secretary

9/13/82

Date



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503



OFFICE OF FEDERAL  
PROCUREMENT POLICY

SEP 8 1982

Honorable William J. Casey  
Director  
Central Intelligence Agency  
Washington, DC 20505

Dear Mr. Casey:

In a memorandum dated July 8, 1982, the Director of the Office of Management and Budget requested that your agency designate a Procurement Executive within 60 days of your receipt of the memorandum. As of September 8, we have not received a response.

Please send the name of the individual designated, his or her title, organizational placement, duties and responsibilities, mailing address, and telephone number to this office by September 17. By September 24, we plan to compile a list of all Procurement Executives in the Executive Branch. Thereafter, we will be in frequent contact with each one, apprising them of progress in implementing Executive Order 12352 on Federal Procurement Reforms as well as other developments.

We will also need to work with your Procurement Executive as active implementation of the reforms occurs at the agency level.

Your cooperation and support will be greatly appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Donald E. Sowle".

Donald E. Sowle  
Administrator

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